

**DATA PROCESSING BOARD  
SPECIAL MEETING  
Thursday, November 17, 2011**

**Voting Members Present:**

Pete Gerken, Commissioner  
Jeanine Perry, Recorder  
Sharon Haupricht, DR Court Proxy  
Lila Shousher, Treasurer Proxy  
Marty Limmer, BOE Proxy  
Dan DeAngelis, BOE, Deputy Director  
Cynthia Waldmannstetter, Auditor Proxy  
Eric Zatko, Common Pleas Court Proxy  
Kevin Callaghan, Clerk of Courts Proxy

**Advisory Present:**

Jason Gears, Infrastructure Manager, LCIS

**Attendees:**

Mark Austin, Treasury  
Anita Lopez, Auditor  
Peter Ujvagi, County Administrator  
Wade Kapszukiewicz, Treasurer (via phone)

**Recording Secretary:**

Abby Arnold

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Cindy Waldmannstetter called the Special meeting to order. Motion was made to waive the reading of the minutes of the last regular meeting held on November 3, 2011 by Commissioner Gerken and seconded by Mr. Callaghan. Motion carried.

The agenda for the special meeting involved only one item which is continued discussion of the funding for the Tax Accounting award to Tyler Technologies. The award was approved by the DP Board at the November 3 meeting with the contingency that further detail discussion relating to on-going production support costs would need to be initiated.

Ms. Lopez emphasized that this discussion related to production support funding and not the capital up-front investment, as that funding has already been decided. The award is on the Board of Commissioners' agenda for November 29.

Ms. Waldmannstetter explained that tax accounting support currently is a shared responsibility and, likewise, shared funding between General Fund for LCIS support and REA funds for support of AREIS, BOR, and CAMA. A spreadsheet was handed out which detailed the current production support costs broken down by category and by usage. The LCIS software and hardware annual support are primarily for support of the HP3000 environment since tax accounting is the only software which remains on that platform. The internal application support dollars are driven by actual support hours spent on general tax accounting functions such as billing, collections, assessment, distribution, and delinquency.

The Real Estate annual support shows the support contract with Nikish Software for BOR, server hardware and database support. The internal application support was an approximation of hours as the detail information for support from the Real Estate tech team is not available. Support for tax accounting (CAMA, AREIS, BOR) was estimated at 70% of total hours with the remaining

30% in support of GIS. Anita emphasized that much of remaining 30% was in support of other county agencies such as Board of Elections, Engineer, and 911.

Mr. Kapszukiewicz requested clarification on the 60-40 split and if this discussion was relating to that topic or something different. Anita clarified that this was not about the 60-40 split as talked about at the November 3 meeting.

Ms. Waldmannstetter stated that the intent of the meeting today was to show the current support costs and to use these as a foundation for determining funding for the future support model. Anita stated that this needs to be resolved for 2013 and that there should be no surprises when support dollars are requested.

Mr. Austin stated that Treasury's approach to funding for this project is through bonding. Commissioner Gerken indicated that this concept has not been fully discussed. A \$2m outlay is not a big bond offering. He also indicated there is cost to financing. Paying cash is always better. But when there is limited cash, bonding is an option. Anita emphasized that her office has made substantial cuts over the past four years in order to fund the upfront costs of this project but that funds will be significantly depleted by next year.

Mr. Austin also explained that the usage of DETAC funds was explored specifically for this project and was told by the prosecutor's office that strict guidelines for using DETAC applied. Mr. Kapszukiewicz also received an opinion from the prosecutors regarding use of DETAC funds and that we can use some funds but need to know what percentage. Ms. Lopez indicated that an Attorney General opinion is needed to determine DETAC funding for this project. Ms. Lopez also indicated that the 85-10-5 split is not appropriate based on the research she has done.

Ms. Lopez reiterated that the purpose of the meeting was to show the actual support provided to tax accounting by LCIS that's done for both Auditor and Treasurer.

Ms. Waldmannstetter stated again that tax accounting is an enterprise application and that she would hope that the support for this product would occur at the enterprise level.

Mr. Austin requested further clarification of the actual support hours shown for Treasury. Ms. Waldmannstetter stated that she would be glad to review the specific work orders and actual hours logged to Treasury functions. A detail report of actual hours is available and can be reviewed. Mr. Austin questioned whether the support commitment for the new system would be valid based on current actuals. Ms. Waldmannstetter indicated that, since the new tax accounting software was a much more robust system, the expectation was that the hours would increase immediately for support, but would decrease after 2 to 3 years. Ms. Lopez wanted to stress that we need to know what these added support costs will be and that they are addressed appropriately. REA cannot be counted on to shoulder the whole financial burden of this project as well as production support.

Commissioner Gerken would like to further discuss the bonding concept to preserve cashflow. There is a cost to bonding but bonding may be the approach to pay for the project launch and that as our economic outlook improves the bond can be defeased.


Commissioner Gerken reiterated the bid award to be reviewed on Nov. 29 with the agreed upon proration of 85-10-5.

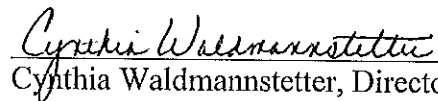
Ms Lopez requested Ms.Shousher to assist with the bonding for the project and production support. Commissioner Gerken will have Bridgette Kabat look into bonding.

Further discussion occurred with regard to chargebacks to agencies outside of general fund but there are no mechanisms in place to do this outside of the indirect cost allocation done by the Board of Commissioners.

Further discussion about funding will occur at the next regular meeting of the DP Board.

Being no further business, Commissioner Gerken motioned to adjourn, seconded by Ms. Waldmannstetter; motion carried.

  
Anita Lopez, Secretary of the Board

  
Cynthia Waldmannstetter, Director LCIS